



# Sindisiwe Mhlungu

Curriculum Vitae (CV)

## What job i'm looking for? My positive points

I have acquired basic computer skills namely Microsoft Office and secretarial skills. These, to elaborate, are good telephone etiquette, business documentation (letter writing, CV & job Interview process, and minutes of meeting) functioning in a business environment, quick writing skills, problem solving, multi tasking, sales (inbound and outbound as well as resilience and the ability to work under pressure. Also throughout my time as an employee my interpersonal skills and leadership skills have been groomed well although I ensure that there is always room for improvement.

Preferred occupation	Receptionists Hotel jobs
Preferred work location	KwaZulu-Natal

## Contacts and general information about me

Day of birth	1991-04-28 (33 years old)
Gender	Female
Residential location	Durban City KwaZulu-Natal
Telephone number	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>
Email address	<i>Information is available only for registered users.</i> <a href="#">Sign in</a>

## Additional information

Salary you wish	R6000 R per month
How much do you earn now	R7500 R per month